



## **LEASE AGREEMENT AND MEMORANDUM OF UNDERSTANDING**



## **BETWEEN THE NORTHWEST VERMONT SOLID WASTE MANAGEMENT DISTRICT**

**AND**

## **THE TOWN OF ALBURGH, VERMONT**

This agreement is entered into by and between the Northwest Vermont Solid Waste Management District and the Town of Alburgh for the leasing and operation of the Town's solid waste transfer station, located at 260 Dump Road in Alburgh, Vermont.

1. This agreement is effective September 1<sup>st</sup>, 2024, for an initial term of 3-years. Then, it will automatically renew annually on July 1<sup>st</sup>, the start of the Fiscal Year, unless either party notifies the other in writing before April 1<sup>st</sup> of the party's intention to terminate the agreement.
2. The Town will lease the parcel of land on which the transfer station is located to the District, for the sum of \$1.00 (one dollar) per year, payable on the effective date of the Agreement and thereafter upon renewal.
3. The District will be responsible for:
  - a. All operational aspects of the transfer station to include: staffing levels, hours of operation, prices, control of materials, contracts for services, and utilities.
    - i. The District agrees to maintain current transfer station hours of operation for a minimum of one year.
    - ii. The District will align Alburgh prices with the rest of its operational facilities.
    - iii. Alburgh residents will be notified of price changes within 30 days of implementation.
    - iv. The District will transfer all utilities under their business name for the duration of the lease.
  - b. Ensuring the Town's two current employees are retained and incorporated under the District's operations at the Alburgh Transfer Station, so long as they adhere to the District's personnel policies and procedures.
  - c. Maintaining a capital equipment fund for the maintenance and repair of the town's transfer station equipment.
  - d. The district will work with the town selectboard on annual free or discounted dump days, aligning with programs at the other NWSWD facilities, that will be contingent upon the financial health of the facility
  - e. Engaging with the State of Vermont on transfer station related issues throughout the duration of the lease.
  - f. Incorporating the chipping of brush into their current chipping operations schedule
  - g. Manage the stump dump in accordance with a tipping fee schedule determined by NWSWD

4. The Town will be responsible for:
- a. Road maintenance, mowing, and snow removal at the transfer station.
  - b. Providing the District with a list of names of who requires access to the facility and for keeping it up to date with District administrators.
  - c. Providing the District with a list of those with permission to utilize the facility during the hunting season to be vetted by NWSWD.
  - d. Providing the District with a comprehensive inventory of all equipment and supplies at the facility.
  - e. Transferring all utilities: internet, phone, and electric, to the District for the duration of the lease.

\_\_\_\_\_ Date: \_\_\_\_\_

Chair  
Board of Supervisors  
Northwest Vermont Solid Waste Management District

\_\_\_\_\_ Date: \_\_\_\_\_

Chair  
Selectboard  
Town of Alburgh